

MARSH COUNTRY HEALTH ALLIANCE

**MINUTES OF THE SPECIAL JOINT MEETING
OF THE MEMBERS AND COMMISSION BOARD**

June 29, 2015 ~ 10:00 a.m.

1. **CALL TO ORDER:** The meeting was called to order by Marsh Country Health Alliance President Russell Kottke at 10:06 a.m.

2. **ROLL CALL:**

Members Present (in person):

- Andy Ross, Columbia County Board Supervisor
- Russell Kottke, Dodge County Board Chairman / Marsh Country Health Alliance President
- Mark Stead, Grant County Board Supervisor
- Herbert Hanson, Green County Board Supervisor
- James Griffiths, Iowa County Board Supervisor
- James Mode, Jefferson County Board Supervisor
- Karl Hertz, Ozaukee County Board Supervisor
- Terry Thomas, Rock County Board Supervisor
- Scott Alexander, Sauk County Board Supervisor
- Janel Brandtjen, Waukesha County Board Supervisor

Members Absent:

- Jack Allen, Adams County Board Supervisor
- Tom Widener, Winnebago County Board Supervisor

Human Services Staff Present (in person):

- Dawn Woodard, Columbia County Director of Human Services
- Kathi Cauley, Jefferson County Human Services Director
- Joan Daniel, Jefferson County Administrative Services Division Manager
- Sue Torum, Jefferson County ADRC Manager
- Mike Lappen, Ozaukee County Director of Human Services
- Jennifer Thompson, Rock County LTS/ADRC Division Manager
- Luann Page, Waukesha County ADRC Manager
- Randy Setzer, Waukesha County Manager of Fiscal Administrative Support Division of Health and Human Services

Human Services Via Teleconference:

- Tom Saari, Winnebago County Behavioral Health Services Division Manager

Also Present:

- Attorney Andrew Phillips
- Jane Hooper, Clearview Administrator
- Bill Wiley, Marsh Country Health Alliance Deputy Treasurer / Clearview Director of Finance
- Heather Ninmann, Clearview IID Household Specialist
- Jill Soldner, Marsh Country Health Alliance Deputy Secretary / Clearview Administrative Secretary

3. **APPROVAL OF MINUTES FOR THE AUGUST 26, 2014 ANNUAL MEETING AND OF MINUTES FOR THE FEBRUARY 24, 2015 QUARTERLY MEETING OF THE COMMISSION BOARD:**

Motion by Waukesha County; seconded by Jefferson County, to approve the August 26, 2014 Annual Meeting Minutes and the February 24, 2015 Quarterly Meeting Minutes. Motion carried.

4. **DISCUSSION AND POSSIBLE ACTION OF DETERMINATION OF COUNTY OF RESPONSIBILITY:** The policy was discussed. "Release of information upon admission" language will be added to the policy and will be ready for distribution and implementation at the Annual Meeting on August 31, 2015. Motion to amend the policy to include the added language by Sauk County; seconded by Green County. Motion to approve the policy, as amended, by Green County; seconded by Columbia County. Motion carried.

5. **WASHINGTON COUNTY AND OUTAGAMIE COUNTY MEMBERSHIP:** Clearview Administrator Hooper updated the Commission on Washington County and Outagamie County interest in joining Marsh Country Health Alliance. Motion to accept Washington County and Outagamie County as members of MCHA by Waukesha County; seconded by Grant County. Motion carried. Immediately thereafter, Motion to reconsider the previous motion was made given concerns surrounding setting the appropriate assessment rate for 2016 for those counties. The motion to reconsider and hold in abeyance the question surrounding Washington County and Outagamie County's membership until a later date was made by Green County; seconded by Columbia County. Motion carried.

6. **DISCUSSION OF ASSESSMENT METHODOLOGY AND AUDIT FOR PLACEMENT:** Bill Wiley, Director of Finance, explained how the assessment rate is calculated using the five pages in the handout. The first page showed Clearview revenues and expenses and how the net gain or loss is attained. Wiley then reviewed how the Clearview overhead allocation of expenses was done and how much is assigned to

each household. He also reviewed how much each county would be assessed based on the five-year occupancy rolling average. Wiley then showed how much was currently in the MCHA restricted fund balance which covers MCHA's administrative costs.

The members were provided with the amounts of the Net Gain for the 2016 assessment. Since the amount was \$53,645 to be spread amongst the 11 MCHA counties, other than Dodge, three options were presented to the members:

1. Apply the \$53,645 to the MCHA restricted fund balance for MCHA administrative expenses.
2. Apply the \$53,645 to the 2016 Clearview operations to reduce next year's assessment amount.
3. The MCHA counties would be assessed a small assessment amount in 2016 even though we had a net gain. This will help prevent a large assessment in 2017.

The members will decide what option to take at the August meeting.

7. **ASSESSMENT RATE SETTING FOR 2016:** The assessment rate setting for 2016 will be postponed until the Annual Meeting on August 31, 2015. Motion by Waukesha County to postpone the 2016 Assessment Rate Setting until the Annual Meeting on August 31, 2015; seconded by Rock. Motion carried.
8. **ANNUAL MEETING: Monday, August 31, 2015, at 10:00 a.m.,** in Rooms 1H and 1I, at the Dodge County Administration Building, located at 127 East Oak Street, Juneau, Wisconsin.
9. **ADJOURN:** Motion by the President Kottke to adjourn at 11:05 a.m. Motion carried.

Respectfully submitted this 31st day of August, 2015.

MARSH COUNTRY HEALTH ALLIANCE

By:  8-31-2015
Scott Alexander, Secretary